

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 6671 **TITLE:** SENIOR MAINTENANCE WORKER **GRADE:** S-13

DEFINITION:

Under general supervision, performs semi-skilled maintenance and/or construction tasks OR supervises a single crew engaged in basic maintenance, construction, and/or groundskeeping tasks; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

The Senior Maintenance Worker differs from the Maintenance Crew Chief in that the Senior Maintenance Worker either performs various semi-skilled maintenance and/or construction tasks OR supervises a single crew engaged in basic maintenance, construction, and/or groundskeeping tasks, whereas the Maintenance Crew Chief either leads a single crew in the performance of a broad range of semi-skilled maintenance and/or construction tasks OR supervises multiple crews engaged in basic maintenance, construction, and/or groundskeeping tasks.

The Senior Maintenance Worker differs from the Maintenance Worker in that the Senior Maintenance Worker performs semi-skilled maintenance and/or construction tasks OR supervises a single crew engaged in basic maintenance, construction, and/or groundskeeping tasks, whereas the Maintenance Worker performs routine, manual labor tasks.

ILLUSTRATIVE DUTIES:

Performs various semi-skilled tasks, to include specialized concrete and asphalt work (e.g., setting forms, finishing, etc.); general maintenance and repair of machinery; construction of culverts and catch basins; and adjusting manholes to proper height;
Inspects and approves work of Maintenance Workers;
Provides guidance and training to Maintenance Workers;
Assists customers using the homeowner's disposal facilities;
Ensures that all white goods are properly processed prior to recycling;
Assists with spill cleanup, onsite at the disposal facility as well as throughout the county;
Coordinates and oversees various activities associated with repair and maintenance projects (e.g., paving, repairing sanitary sewer lines, rodding, and pressure cleaning operations);
Estimates materials needed to perform tasks;
Requisitions materials;
Transports crew and equipment to work site;
Supervises crew in absence of Maintenance Crew Chief;
Supervises, inspects, and reviews work of a crew engaged in a variety of basic maintenance, construction and groundskeeping activities;
Supervises grass cutting, sodding, seeding, and fertilizing activities;
Supervises maintenance of playground equipment;
Supervises and participates in building walks, gutters, catch basins, and retaining walls, as well as concrete and asphalt paving projects;
Estimates material needed to perform assigned tasks and requisitions equipment and materials;
Completes daily and preventive maintenance reports;

Trains staff;
Implements safety procedures;
Participates in hiring and performance appraisal of assigned crew.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of and the ability to use methods, tools and equipment commonly used in maintenance, construction, and groundskeeping activities;
Ability to lead and/or supervise other employees in a variety of activities, maintain records, and prepare reports;
Ability to follow written and verbal instructions;
Ability to maintain effective working relationships with the public and fellow employees;
Ability to perform activities requiring manual dexterity;
Ability to work outside with regular exposure to severe weather, noxious fumes, high levels of dust, etc.;
Ability to perform medium to heavy manual labor.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to completion of the eighth grade; PLUS
Two years of experience in maintenance, construction, or a related field.

CERTIFICATES AND LICENSES REQUIRED:

Contingent on area of assignment, some positions require a Commercial Drivers License (license class is determined by the area to which the position is assigned).

ESTABLISHED: February 10, 2005